



# City of Norman, OK

Municipal Building  
Council Chambers  
201 West Gray  
Norman, OK 73069

## Master

**File Number: K-1819-140**

**File ID:** K-1819-140

**Type:** Contract

**Status:** Consent Item

**Version:** 1

**Reference:** Item 23

**In Control:** City Council

**Department:** Utilities Department

**Cost:** \$37,000.00

**File Created:** 04/09/2019

**File Name:** WRF Septage Receiving Facility (WW0319)

**Final Action:**

**Title:** CONTRACT K-1819-140: BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND OLSSON IN THE AMOUNT OF \$37,000 TO PROVIDE PRELIMINARY DESIGN SERVICES FOR THE WATER RECLAMATION FACILITY SEPTAGE RECEIVING FACILITY.

**Notes:** ACTION NEEDED: Acting as the Norman Utilities Authority, motion to approve or reject Contract K-1819-140 with Olsson in the amount of \$37,033; and, if approved, authorize the execution thereof.

ACTION TAKEN: \_\_\_\_\_

**Agenda Date:** 04/23/2019

**Agenda Number:** 23

**Attachments:** K-1819-140 Contract - WW0319 - Signed, Purchase Req

**Project Manager:** Nathan Madenwald, Capital Projects Engineer

**Entered by:** nathan.madenwald@normanok.gov

**Effective Date:**

### History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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### Text of Legislative File K-1819-140

Body

**BACKGROUND:** The Water Reclamation Facility (WRF) is often contacted regarding the possibility of taking trucked wastewater from hauling companies. Delivery of trucked wastes is not typically approved due to the undocumented quality of the trucked waste. Oklahoma City is currently the only municipal location in the metropolitan area for haulers to dispose of septage. The WRF could potentially generate revenue from companies hauling septage (septic tank clean-outs) and other acceptable wastes. Additionally, City of Norman residents utilizing a private sewage system could benefit through their private haulers having a closer disposal solution.

To allow for the new facility, the current WRF treatment processes must be protected which may require temporary storage of the trucked wastes delivered to the WRF while water quality testing is performed to verify its acceptability. Preparation of an engineering study and design is budgeted for fiscal year 2018-2019 (FYE 19) while construction is budgeted the following year.

**DISCUSSION:** Request For Proposal (RFP) 1819-05 was issued for eleven water and wastewater projects on June 12, 2018 and 26 proposals were received July 10, 2018. Five Norman Utility Authority (NUA) staff members reviewed the proposals independently and then met on August 7, 2018 to discuss consultant qualifications and compare results of the individual consultant review rankings. Ultimately, ten consultants were selected on August 19, 2018 for the eleven projects; Olsson was selected for the design of the WRF Septage Facility.

Proposed Contract K-1819-140 authorizes Olsson to proceed with the Preliminary Engineering Report (PER) phase for the WRF Septage Receiving Facility (Facility). The contract envisions adding design, bidding and construction phase services through future contract amendments, if deemed appropriate by the NUA.

The proposed scope of the work and its cost have been negotiated with Olsson; the proposed lump sum fee is fixed at \$37,000. Attachment A details the proposed schedule, Attachment B details the proposed work scope, and Attachment C defines the costs of the initial tasks. As shown in Attachment C, it is assumed that the initial tasks performed herein will be supplemented in the future by design, bidding and construction phase services. As detailed in the contract, tasks to be performed at this time include:

- Review of existing WRF data and operating reports;
- Estimation of volume and loadings from private haulers and City sewer maintenance vehicles;
- Evaluation of potential locations either within the collection system or at the WRF;
- Determination of required capital improvements;
- Determination of proper operating procedures and controls to ensure no negative impacts occur at the WRF as the new discharge;
- Estimation of capital and life cycle costs;
- Calculation of required fees and charges necessary for full-cost recovery; and
- Completion and delivery of the PER summarizing the above tasks and providing a recommendation.

The FYE19 budget for the WRF Septage Receiving Facility (project WW0319) includes \$75,000 for design in South Canadian Wastewater Treatment Plant, Design (account 032-9911-432.62-01).

**RECOMMENDATION:** Staff recommends that the NUA approve Contract K-1819-140 with Olsson of Oklahoma City, Oklahoma to complete the preliminary engineering report phase for the WRF Septage Receiving Facility project for a total fee of \$37,000. Funding will be provided as defined above.